*Chicopee Municipal Lighting Board*
*Minutes of Meeting*
*Tuesday, February 9, 2010*

Chairman Sittard called a regular meeting of the Chicopee Municipal Lighting Board to order at 5:15 p.m., Tuesday, February 9, 2010.

Present for this meeting were Chairman Carl E. Sittard, Commissioner Chester T. Gazda and General Manager and Clerk of the Board Jeffrey R. Cady. Commissioner Thomas P. Collins asked to be excused. Also present for a portion of the meeting was Howard Cheney from Meyer Brothers and Kalica to kick-off the 2009 Financial Audit.

Commissioner Gazda made a motion, to accept the minutes of January 20, 2010 as presented. Commissioner Sittard seconded the motion. Discussion: None; Motion was passed 2 to 0.

Commissioner Gazda made a motion to concur with the payment of *Warrant #E020510* dated *1/28/2010* in the amount of *$116,997.53; Warrant #E020510* dated *2/1/2010* in the amount of *$1,047,534.45; and Warrant #E021210* dated *2/8/2010* in the amount of *$2,020,161.07*. Commissioner Sittard seconded the motion. Discussion: None; Motion was passed 2 to 0.

Commissioner Gazda made a motion, to pay *Bills & Customer Refunds* in the amount of *$246,145.73.* Commissioner Sittard seconded the motion. Discussion: None; Motion was passed 2 to 0.

Mr. Howard Cheney from Meyer Brothers and Kalica explained the audit process with the Commissioners. He explained what processes the firm would be looking at and the timeline for the audit. The General Manager discussed the recommendations that came out of the last audit and the recommended procedures that were implemented. Mr. Cheney expected the audit to be completed prior to the April Commission meeting.

The General Manager discussed the hot water rental program with the Commissioners. Currently CEL is providing stone lined tanks as part of the rental program. We recently had a problem with one of the tanks installed in a customer's home. We are working with the customer and manufacturer to resolve this issue. The General Manager also stated that CEL has had some issues with the contractor and is not satisfied with the level of service. Commissioner Gazda asked when the contract expires. The General Manager informed him that the contract expires at the end of March and that CEL was currently looking to re-bid the contract. CEL is also looking at some additional tank options for the program that would open the bid to more contractors.
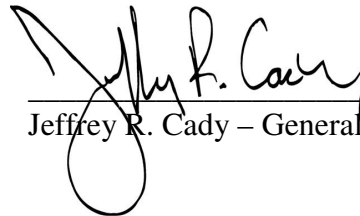
The General Manager reviewed the December preliminary financials with the Commissioners. The General Manager and Commissioners agreed that the financials were on target with estimates. The General Manager explained that there will be some changes due to final adjustments and any modifications suggested by the auditors.

The General Manager and the Commissioners discussed CEL's role in Energy Conservation and Renewable Energy Programs. The General Manager explained that CEL currently offers energy audits, appliance rebates, low cost CFL's, insulation rebates and solar rebates to residential customers. The General Manager recommended that CEL develop programs for the commercial and industrial customers. Commissioners Gazda and Sittard agreed that CEL should develop programs to assist commercial and industrial customers. The General Manager agreed to work with MMWEC to develop a plan and budget for commercial and industrial programs over the next several months.

The Commissioners and the General Manager completed the General Manager's annual review. They went over the General Manager's goals and objectives for 2009 as well as additional accomplishments over the previous year. Commissioner Gazda mentioned that Mr. Cady volunteered to forgo an increase in 2009 due to the economy. Commissioner Gazda made a motion to give Mr. Cady a 3% increase for 2010. Commissioner Sittard seconded the motion. Discussion: None; Motion was passed 2 to 0.

Commissioner Gazda made a motion to adjourn at 6:45 pm. Commissioner Sittard seconded the motion. Discussion: None; Motion was passed 2 to 0.

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Jeffrey R. Cady – General Manager

Approved: March 11, 2010